Massachusetts Department of Public Health

Drug Analysis Laboratory





Comprehensive Review Checklist

Lab #:	Analyst:
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	<u></u>	<u> </u>		
			Not	
Review Items	Yes	No	Applicable	Comments
A. Are all the documentation for the				
comprehensive review present?				
1. Copy of Drug Receipt		·		
2. Copy Control Card				
3. Copy of Daily Balance Sheet				
4. Copy of Daily Negative Control Sheet				
5. Drug Analysis Form				
6. Copy of MS Tracking Sheet				
7. Copy of MS Sequence Sheet				
8. Copy of Tune Report				
9. Raw Data				
10. Copy of Certificate of Analysis				
B. Preliminary Test			10.77.20.11.11	
Daily Balance Check Accepted		·		
Negative Control Check Accepted				
Are all of the notes legible, organized and easy to				
understand?				
Do the notes contain a complete and accurate				
description of the evidence?				
Color Test Performed & Accepted				
Microcrystalline Test Performed & Accepted	•			
Verify Sampling Technique				
Verify Math Calculations				
Net Weight Documented				·
Are the weights reported appropriately and are				
the proper units noted?				
Macroscopic Test Performed & Accepted				
Microscopic Test Performed & Accepted				
Micromedex Match Accepted				
Literary Search Match Accepted				
UV-Vis Test Performed & Accepted		•		
GC # Test Performed & Accepted				
HPLC Test Performed & Accepted				

Massachusetts Department of Public Health

Drug Analysis Laboratory Boston, MA.

Lab #: _	 Analyst:	

			Not	
Review Items	Yes	No	Applicable	Comments
C. Confirmatory Test (if applicable)	granding (ii)		S. 1545	
Instrumentation				
GC/MS#		100	S. 200 (8-4)	
Tune Performed & Accepted				
QC Mix Present & Accepted				
MS Sequence Log Accepted				
Opening Standard/s Present & Accepted				
Closing Standard/s Present & Accepted				
Negative Control/s Present & Accepted				
MS Tracking Log Accepted				
Negative Control/s Present & Accepted				
Sample Retention Time Accepted				
Sample Library Search Accepted				
Sample Spectral Interpretation Match Accepted				
LC/MS/MS#	518 S. S. S. S.			
Tune Performed & Accepted				
QC Mix Present & Accepted				
MS Sequence Log Accepted				
Opening Standard/s Present & Accepted				
Closing Standard/s Present & Accepted				
Negative Control/s Present & Accepted				
MS Tracking Log Accepted				
Negative Control/s Present & Accepted				
Sample Retention Time Accepted				
Sample Library Search Accepted				
Sample Spectral Interpretation Match Accepted				
IR#				
Internal Polystyrene Present & Accepted				
Standard Present & Accepted				
Negative Control/s Present & Accepted		·		
Sample Library Search Accepted				
Sample Spectral Interpretation Match Accepted				

Massachusetts Department of Public Health

Drug Analysis Laboratory Boston, MA.

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orrect ct ct control c	Review Items	Yes	No		Comments
orrect ct	D. Reporting	garantis ferri			THE PLANT OF THE PARTY OF THE PARTY.
orrect ct	Drug Receipt Completed & Correct				
orrect ct	Control Card Completed & Correct				
ct	Drug Analysis Form Completed & Correct				
	Certificate of Analysis Completed & Correct				
ect	Evidence Envelope Completed & Correct				
	Evidence Packaging Completed & Correct				
	Evidence Envelope Completed & Correct				
	Reviewer Signature:		Date		

Drabt 2

Lab#:	Chemist:
Description	Checked
Are all documentation for comprehe Are all the appropriate areas of the	•
• • •	ual evidence (or is discrepancy noted)?
Were the daily negative controls per	
Were the balances used for analysis	
Were the daily balance check perfor	
Are all of the notes legible, organize	
	d accurate description of the evidence?
Do the notes correspond to the actu	~ .
Are all the testing documents include	
Are the weights reported appropriate	•
Was the correct choice of sampling Has the reviewer checked the wiegh	•
Does the preliminary testing criteria	
	negative controls been run and does the the testing agree with the
	ically supproted by the included data?
	a, drug analysis form, drug receipt and cetificate agree?
Is the cerificate signed and dated ap	• •
Is the re-packaging of the evidence	= ' '
Do the control card, certifcate and ev	vidence agree?
Reviewer:	Date:

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Review Items	NIA	162	No	Cocca	Hero	RX	Maris	Othe
A. Documentation	p. april 1							
Drug Receipt								
Control card								
Envelope								
B. Preliminary Test								
Balance Check	Water Months and Control of the Cont	AND THE RESERVE OF THE PARTY OF						
Negative Control Check								
Color Test Results			1.					
Crystals				F		1		
UV-Vis				<u> </u>				
GC#					<u> </u>	1		
HPLC								
Macroscopic								
Microscopic								
Micromedex Match								i
Literary Search Match								
Calculations								
Net Weight								
C. Confirmatory Test								
Instrument								
GC/MS#								B C C C C C C C C C C C C C C C C C C C
Tune Present & Accepted								
QC Mix Present & Accepted								
Sequence Setup								
Opening Standard/s Present & Accepted								
Closing Standard/s Present & Accepted					<u> </u>			
Blank/s								
MS Control Sheet Present								
Blank/s								
Retention Time Acceptance								
Library Search > 90%		1			· · · · · · · · · · · · · · · · · · ·			

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Spectral Interpretation Match						Ī	
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QC Mix Present & Accepted							
Sequence Setup						 	
Opening Standard/s Present & Accepted						 	
Closing Standard/s Present & Accepted						 	
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MS Control Sheet Present						 	
Blank/s						 	
Retention Time Acceptance							
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Spectral Interpretation Match							
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Internal Polystyrene Present & Accepted							
QC Present & Accepted							
Blank/s							
Library Search							
Spectral Interpretation Match							
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D. Reporting		# 10 5		and the same	300	Section 6	
Control Card							
Certificate of Analysis							

Identification of Substance:	
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A. Documentation											
Drug Receipt											
Control card											
Envelope											
B. Preliminary Test			No.								
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Negative Control Check							***************************************				
Color Test Results											
Crystals											•
UV-Vis											
GC#											
HPLC									<u> </u>		
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Microscopic											
Micromedex Match											
Literary Search Match							-				
Calculations											
Net Weight											
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Spectral Interpretation Match						<u> </u>	I	 		1
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Tune Present & Accepted				a contraction of the contraction	Esperantial agent of the page					
QC Mix Present & Accepted								 		<u> </u>
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MS Control Sheet Present								 		
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Spectral Interpretation Match								 		
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QC Present & Accepted								 	<u> </u>	
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Library Search								 		-
Spectral Interpretation Match										
D. Reporting										
Control Card			West Control of the C		See of the letter of	The second of the second		postality and a		
Certificate of Analysis								 		
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Identification of Substance:	
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